

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): New York State Bar Association Tax Section
a 501(c)(6) organization
2. Description of the trip: Mr. Prater has been invited to participate in a panel about tax reform
at the Annual Meeting of the New York State Bar Association Tax Section
3. Dates of travel: January 24-25, 2017
4. Place of travel: New York City, NY
5. Name and title of Senate invitees: Mark Prater, Deputy Staff Director, Chief Tax Counsel, Sen Fin.
Comm
6. I *certify* that the trip fits one of the following categories:
☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

- OR -

☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.

- AND -

☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.

- AND -

☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

– OR –

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The NYSBA Tax Section presents education programs to enhance understanding
of developments in tax law.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

An essential part of the mission of the NYSBA Tax Section is to educate its members
by providing continuing legal education about important current tax issues.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

In past years Congressional staff members have participated on panels presented by the NYSBA
Tax Section.

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15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

The NYSBA Tax Section issues substantive education reports on tax issues, presents continuing education programs on tax issues, and keeps members current on developments in Tax Law.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$173 train & ground trans.	\$168.00	Included for attendees \$125	\$28.28 taxes

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

This trip is arranged and organized without regard to congressional participation.

18. Reason for selecting the location of the event or trip

Accessibility of the majority of participants to the location in Midtown Manhattan

and event being held in conjunction with NYSBA Annual Meeting

19. Name and location of hotel or other lodging facility:

Hilton Midtown Hotel, 1335 Sixth Ave. New York, NY

20. Reason(s) for selecting hotel or other lodging facility:

Location of the NYSBA Annual Meeting

- 21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:**

Federal per diem for lodging is \$168 and Mr. Prater will be reimbursed at that rate.

Lunch is included for all participants of the Tax Section and is valued at \$125/per person the Federal per diem is \$74. The cost of the lunch is lowest negotiated rate we were able to obtain for the luncheon.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Coach train fare and taxi fare

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None

25. I hereby *certify* that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.): 

Signature of Travel Sponsor:

Name and Title: Elizabeth Derrico Acting Executive Director

Name of Organization: New York State Bar Association

Address: 1 Elk Street, Albany, NY 12207

Telephone Number: (518) 487-5678

Fax Number:

E-mail Address: ederrico@nysba.org

January 23, 2017

- January 24, 2017**

- o 9:35 a.m. – Depart by Amtrak Train #141 (\$68)

SECRET